			D SHEET		
SUBJECT: (Optional)					
, ,					
FROM:			EXTENSION	NO.	
				DATE	
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom	
bollaing	RECEIVED FORWARDED			to whom. Draw a line across column after each comment.	
DD/S Executive Officer				We can comply with DIA reques	
2.				provided an additional courier and vehicle is made available to ISD for this purpose. Or	
3.				- alternately, a staff or part-time employee could be designated to use his own car or a U-Drive	
4.				vehicle to make the delivery. Approximately one hour will be required for pick up of material	
5.				at Headquarters Building, delivery to Arlington Hall and return to Headquarters, twice a day. The	
6.				apparent discrepancy between one hour and 35 minutes via the Pentagon run is the difference	
7.				between direct delivery and diversion of the Pentagon run.	
8.				-	
9.				STAT	
10.				-	
11.				-	
12.					
13.					
14.					
15.					
ORM 610 USE PREVIOUS SECRET	ease 200	3/04/29 . CONFIDE	CIA-RDPO NTIAL	UNCLASSIFIED	

1	ROUTIN	CONFIDENTIAL SICKLA ROP84 00780R000400270005-6 RECORD SHEET			
SUBJECT: (Optional)			,* ,		
FROM:			EXTENSION	NO. DATE	
			OFFICER'S INITIALS		
O: (Officer designation, room number, and DATE pilding)		COMMENTS (Number each comment to show from who			
	RECEIVED	FORWARDED	INITIALS	to whom. Draw a line across column after each comme	
DD/S Executive Officer				1. On normal working days there are three deliveries of mai	
2.				to the Pentagon. Each delivery requires two couriers. Schedules are as follows:	
3.					
4.					
5.					
6.					
7.			-		
8.					
9.					
0.					
11					
2.					
3.					
4.					
5.				(See reverse side)	

Approved For Release 2003/04/29 : CIA-RDP84-00780R000400270005-6

0830 - 0845 0845 - 0900 0900 - 1130 1130 - 1145 1145 - 1155	Prepare and load mail for first delivery Travel time to Pentagon (9.4 miles) Deliver mail in Pentagon Return travel to Headquarters Unload and dispose of mail
1155 - 1225	Lunch
1225 - 1255	Delivery of Restricted Data which can be done only by Pentagon-run couriers who have special clearances (SI, Q, TKH)
1255 - 1310	Prepare and load mail for second delivery
1310 - 1325	Travel time to Pentagon
1325 - 1515	Deliver mail in Pentagon
1515 - 1530	Return travel to Headquarters
1530 - 1535	Unload mail
1535 - 1545	Prepare and load mail for third delivery
1545 - 1600	Travel time to Pentagon
1600 - 1645	Deliver mail in Pentagon
1645 - 1700	Return travel to Headquarters (Night shift unloads vehicle)

- 2. Diversion of the Pentagon run via Arlington Hall will require an additional 35 minutes for travel and delivery time. Also, mail picked up at Arlington Hall for CIA will have to be off-loaded at the Pentagon, stored and onloaded again for the return trip to Headquarters. This double handling will consume time in addition to the 35 minutes noted above.
- 3. The tight schedule of the present Pentagon run will not permit the inclusion of an additional delivery point such as Arlington Hall. Similarly, there are no other courier runs which will permit inclusion of Arlington Hall.

25X1

TO: (Officer designation, room number, and building) RECEIVED FORWARDED 1. Executive Officer to the Deputy Director for Support 2. 7D 24, Headquarters 3. STAT 4. Divisi the me COMMENT to whom. STAT OCR's could DIA, i addres materi Intell obviou possib. 6. STAT 6. STAT 7. STAT 8. STAT STAT STAT OCR's could person could service that very between the person alread, more tiles.	ptember 1964 STAT S (Number each comment to show from whom Draw a line across column after each comment.)
ROM: Chief, Administrative Staff, OCR 2E 61, Headquarters O: (Officer designation, room number, and wilding) I. Executive Officer to the Deputy Director for Support 2. 7D 24, Headquarters 3. STAT 4. STAT 5. STAT 6. STAT	S (Number each comment to show from whom Draw a line across column after each comment.) : discussed this with Mr. Chief, of OCR's Document on. He had earlier discussed
Chief, Administrative Staff, OCR 2E 61, Headquarters O: (Officer designation, room number, and uilding) DATE 16 Se C: (Officer designation, room number, and uilding) RECEIVED FORWARDED OFFICER'S INTIALS COMMENT to whom. Vernon STAT Divisi the me STAT OCR's could DIA, i addres smateri Intell obviou possib. explai person could: T. STAT OCR's could DIA, i addres materi Intell obviou possib. explai person could: service that v. between is pro- al read; more til	S (Number each comment to show from whom Draw a line across column after each comment.) : discussed this with Mr. Chief, of OCR's Document on. He had earlier discussed
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2. 7D 24, Headquarters STAT Division to the me STAT OCR's could DIA, in addres matering the service that we between is programmer to the service that we between its programmer to the service that we between the service that we service the service tha	Chief, of OCR's Document on. He had earlier discussed
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STAT OCR's could DIA, i addres materi Intell obviou possib. Explai person could service that v between is programmer to the county of the co	
DIA, i addres materi Intell obviou possib. explai person could service that v between is programmer. 8. STAT	in the Courier Section view is that, if the material be delivered as requested by
STAT STAT STAT STAT 6. STAT STAT STAT STAT STAT STAT service that very between is programmer to the service that t	t would mean that the sees would receive the
STAT obviou possible explain person could service that vibetween is propalaread, more that	al a day or so earlier. igence material should
explaint person could service that vertice is programmer.	sly be delivered as soon as
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between is programmed already more than the state of the	not provide the additional es, and accepted lew. All courier service
more the	n the Pentagon and the Agency rided by the Agency, and we r have two trips a day to
	nan thirty points there.
	for DIA to request the
	they have no real cause for nt if CIA can't comply.
SIAI request	we have to turn down the can contact unterpart in DIA and explain
the res	
3.	
4.	
5.	

FORM 3-62

	ROUTIN	G AND	RECOR	D SHEET
SUBJECT: (Optional)				
FROM:	ROM:			NO.
Executive Officer to the Deputy Director for Suppor				DATE 14 September 1964 STAT
TO: (Officer designation, room number, and building)			OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. Chief/Admin Staff/OCR 2 E 61 Headquarters	alin			Brad: Per our telecon.
2.	1//			The attached memorandum, signed by Admiral Reed, requesting a change
3.				in the delivery of certain CIA material was addressed to the DD/S but it seems to me we should take no action
4.				until a determination is made in DD/I of the need or desirability of these
5.				changes from CIA's standpoint. I had sent this memo to OCR for such determination but apparently it did
6.				not reach the right place and seems to have found its way to a courier who has made a "decision" that we are
7.				unable to furnish the desired service. It may be that we will have a problem
8.				furnishing the courier service; if so we will look into that if you consider the DIA request justified. Since we
9.				have lost some time on this memo, which is dated 26 August 1964, I will
10.		12-12-13-1		appreciate your attention to it as soon as possible.
11.				
12.				Att: Memo dtd 26 Aug 64 to CIA fm C/S DIA, subj: (U) Delivery of
13.				CIA Intelligence Materials
14.				
15.			7,244	

	ROUTIN	G AND	RECOR	D SHEET
UBJECT: (Optional)			٠. ,	D 5 1 2 2 2 2 2 2
FROM:				NO.
Executive Officer to the			,	
Deputy Director for Suppor	rt			14 September 1964 STA
O: (Officer designation, room number, and	DATE		OFFICERIC	
uilding)	RECEIVED	FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from w to whom. Draw a line across column after each comm
Chief/Admin Staff/OCR 2 E 61 Headquarters				Brad: En our titiers.
2.		·		The attached memorandum, sig by Admiral Reed, requesting a char in the delivery of certain CIA mater
				was addressed to the DD/S but it seems to me we should take no acti until a determination is made in DD
				of the need or desirability of these changes from CIA's standpoint. It
			112	sent this memo to OCR for such determination but apparently it did not reach the right place and seems
				have found its way to a courier who has made a "decision" that we are unable to furnish the desired service.
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				we will look into that if you conside the DIA request justified. Since we have lost some time on this memo,
			r	which is dated 26 August 1964, I wi appreciate your attention to it as so
				as possible.
EO-DD/S:VRT:maq				VRT
Distribution: Orig - Adse w/O of DD/S 1 - DD/S Subject w/ce	1	5 64-4 69	4	Att: Memo dtd 26 Aug 64 to CIA fm C/S DIA, subj: (U) Delivery CIA Intelligence Materials
· 1 - DD/S Chrono				(DD/S 64-4694)
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